Academic Year 2021 (B.E. 2564)

Graduate Student Handbook

FACULTY OF
ENGINEERING
CHIANG MAI
UNIVERSITY

Foster Engineering Excellence

Welcome Message

Warmest welcome all new graduate students of 2021 to the Faculty of Engineering, Chiang Mai University. We are pleased that you have chosen to study with us. As one of the top Engineering schools in Thailand, you will enrich yourself and engage in our intellectual community, through exciting new and practical research topics in a wide range of engineering specialties.

In this academic year, the disruption caused by COVID-19 remains among us. Students as well as the university, the faculty, and the programs need to adapt to this dynamic situation. Our staff have worked collectively and tirelessly to ensure smooth experience to all students. This first edition of graduate student handbook will serve as a reference in addition to official announcements.

Most of our processes in graduate studies have now switched to online. Teachings will be online in the first half of the new semester. We are hopeful that we will be able to continue face-to-face activities soon.

Over the coming years, the faculty aims to offer the knowledge, skills, and support to the students throughout their studies. In turn, we expect no less than exceptional research contribution and dedication from you. We hope that you will find everything that you need for your degree, and that everyone will find your own path to success in the future.
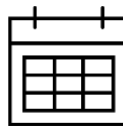
About this handbook

Faculty of Engineering Graduate Student Handbook
1st Edition, Academic year 2021 (B.E.2564)

Prepared by Assoc. Prof. Dr. Ukrit Mankong, Assistant Dean for Graduate Programs

Academic Calendar

Students should consult the updated academic calendar at the following links. There may be new updates as the year progresses.

THAI VERSION: https://www1.reg.cmu.ac.th/webreg/th/calendar/

ENG VERSION: https://www1.reg.cmu.ac.th/webreg/en/academic-calendar/

Rules and Regulations

The following regulations apply to new student of 2021.

- Chiang Mai University Regulation on Graduate Education 2559 B.E. (For student code 59 onwards)/ข้อบังคับมหาวิทยาลัยเชียงใหม่ ว่าด้วยการศึกษาระดับบัณฑิตศึกษา พ.ศ. 2559 (THA+ENG)
- Chiang Mai University Regulation on Graduate Education 2561 B.E. (2nd issue) (For student code 59 onwards)/ข้อบังคับมหาวิทยาลัยเชียงใหม่ ว่าด้วยการศึกษาระดับบัณฑิตศึกษา (ฉบับที่ 2) พ.ศ. 2561 (THA+ENG)
- Foreign Language Conditions for Graduate Students (ENG+THA) This is New regulation for new students starting in academic year 2021.
- Extension of study period (THA)
- Steps and Guidelines for Completion of Graduate Theses (ENG+THA)
- Steps and Guidelines in Doing Thesis (Issue no. 2) (ENG+THA)
- Steps and Guidelines in Doing Thesis (Issue no. 3) (ENG+THA)
- Criteria and Operating Procedure for Thesis Publication (ENG+THA) Issue1, Issue 2, Issue3

Special Announcement (English requirement during COVID-19 pandemic)

- Operational Guidelines on Graduate Studies Management During COVID-19 Epidemic (ENG+THA)

Websites
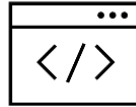
The following are useful websites that you will need during your study.

Faculty of Engineering: https://eng.cmu.ac.th/

Faculty of Engineering Education Services: https://reg.eng.cmu.ac.th/reg/

Graduate School (Regulations, Guidelines, Forms etc.):
https://www.grad.cmu.ac.th/grad_wp2/?page_id=74

University Registration Office: https://www.reg.cmu.ac.th

Graduate Student Course/Service Enrollment (THA):
https://www1.reg.cmu.ac.th/webreg/th/graduate/?T=U

Graduate Student Course/Service Enrollment (ENG):
https://www1.reg.cmu.ac.th/webreg/en/graduate-students/

University Library: http://www.library.cmu.ac.th

Language Institute: http://www.li.cmu.ac.th

Information Technology Service Center (Software, Email etc.):
http://itsc.cmu.ac.th

Department Websites

Civil Engineering: http://civil.eng.cmu.ac.th/

Computer Engineering: https://www.cpe.eng.cmu.ac.th/

Electrical Engineering: http://ee.eng.cmu.ac.th/

Environmental Engineering: http://env.eng.cmu.ac.th/

Industrial Engineering: http://ie.eng.cmu.ac.th/

Mechanical Engineering: http://me.eng.cmu.ac.th/

Mining Engineering: http://mining.eng.cmu.ac.th/

Data Science: http://datascience.cmu.ac.th/

Personnel and Contacts

Graduate students **are encouraged to consult the administrative staff at their respective departments as the first point of contact.**

If necessary, the faculty staff below (at the Education Service Office) may further assist you.

Academic and Program Services (งานบัณฑิตศึกษา):

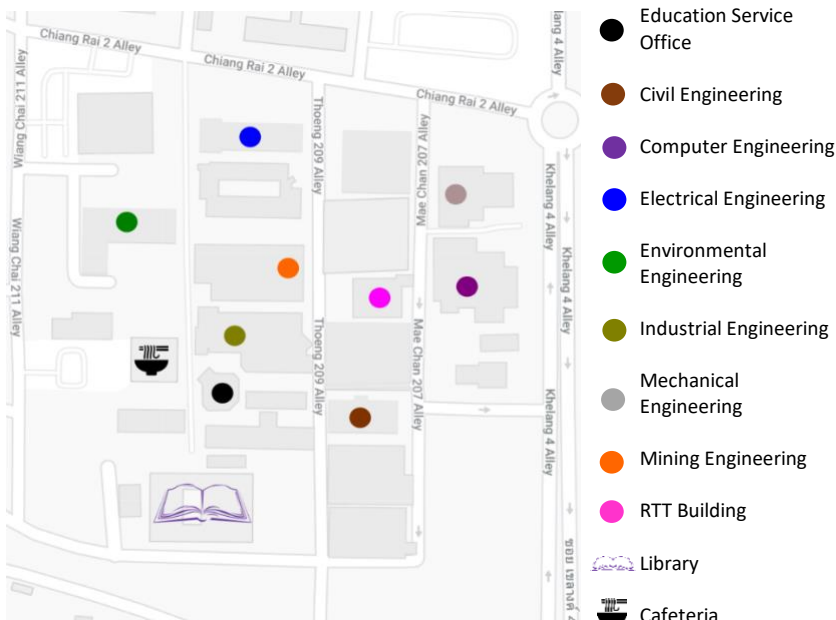Ms.Phinyaphat Yutabootr (พี่ลอร์ด) Tel.053 944179 ext.116

Registration/Enrollment Services (ลงทะเบียน):

Mrs.Kanchana Napranboon (พี่นิล) Tel. 053 944179 ext.118

Exam Enquiry (การสอบ):

Ms.Nataree Tunja-Ai (พี่เอ๋) Tel. 053 944179 ext.105

Map of Engineering Faculty

- ⚫ Education Service Office
- 🟤 Civil Engineering
- 🟣 Computer Engineering
- 🔵 Electrical Engineering
- 🟢 Environmental Engineering
- 🟡 Industrial Engineering
- ⚪ Mechanical Engineering
- 🟠 Mining Engineering
- 🟣 RTT Building
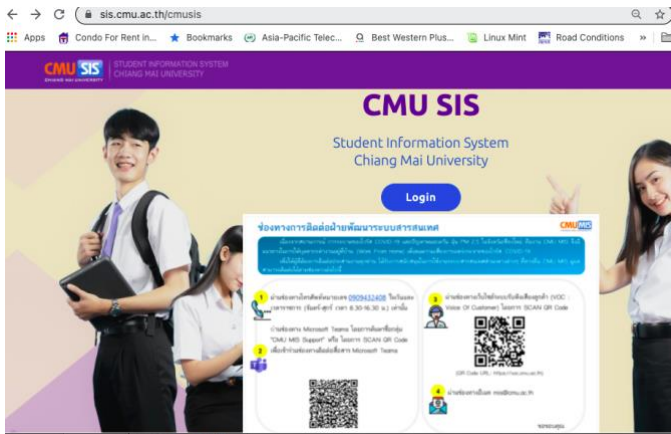- Library
- Cafeteria

Available programs and links

The following programs are effective for new students of Academic Year 2021 (B.E. 2564), whose student codes are 64XXXXXXX.

Department	Programs	Current Edition (clickable link)
Civil Engineering	Master of Engineering Program in Civil Engineering	2018 (B.E. 2561)
	Master of Engineering Program in Construction Engineering and Management	2018 (B.E. 2561)
	Doctor of Philosophy Program in Civil Engineering	2018 (B.E. 2561)
Computer Engineering	Master of Engineering Program in Computer Engineering	2021 (B.E. 2564)
	Doctor of Philosophy Program in Computer Engineering	2021 (B.E. 2564)
Data Science (Program)	Master of Science Program in Data Science	2018 (B.E. 2561)
Electrical Engineering	Master of Engineering Program in Electrical Engineering	2021 (B.E. 2564)
	Doctor of Philosophy Program in Electrical Engineering	2021 (B.E. 2564)
Environmental Engineering	Master of Engineering Program in Environmental Engineering	2017 (B.E. 2560)
	Doctor of Engineering Program in Environmental Engineering	2017 (B.E. 2560)
Industrial Engineering	Master of Engineering Program in Industrial Engineering	2018 (B.E. 2561)
	Master of Engineering Program in Logistics Engineering and Supply Chain Management	2018 (B.E. 2561)
	Master of Science Program in Industrial Management	2021 (B.E. 2564)
	Doctor of Philosophy Program in Industrial Engineering	2017 (B.E. 2560)
Mechanical Engineering	Master of Engineering Program in Mechanical Engineering	2018 (B.E. 2561)
	Master of Engineering Program in Energy Engineering	2017 (B.E. 2560)
	Master of Engineering Program in Agricultural Engineering	2018 (B.E. 2561)
	Doctor of Philosophy Program in Mechanical Engineering	2018 (B.E. 2561)
	Doctor of Philosophy Program in Energy Engineering	2017 (B.E. 2560)
Mining Engineering	Master of Engineering Program in Mining and Georesources Engineering (International Program)	2019 (B.E. 2562)

Information Systems

Student Information System

All students please fill out information on the student information system
https://sis.cmu.ac.th/cmusis

Thesis/IS system (Engineering)

http://reg.eng.cmu.ac.th/thesis_is/

Financial Support

International Conference (Engineering)

Support for registration fee not exceeding THB 15000

Proceedings of the conference must be listed in SCOPUS database

Application should be made to the Research Administration, Academic Services and International Relations Section, of the faculty

Support for ACADEMIC ACTIVITY (Graduate school)

The Graduate School is proud to support and promote CMU's Graduate Students. It provides scholarships to further their studies, publish their research, and to attend training courses and various other forms of academic activities. The budget for these scholarships comes from the Graduate School Income, interest from the Graduate School Fund as well as other sources.

More info at https://www.grad.cmu.ac.th/grad_wp2/?page_id=131

TA/RA, CMU presidential scholarships

TA/RA and CMU presidential scholarships must be applied during admission application. The faculty closely monitors the progress of a scholarship student. **The dedicated contact point about scholarship is via Microsoft Team** (shown in the final page of this handbook).

Financial Assistance During COVID-19 Pamdemic (Semister 1/2021)

Financial assistance is available for Thai nationals. Additional information can be found at https://cmu.ac.th/th/article/306b806f-da20-4daa-ad26-2b40a032a890
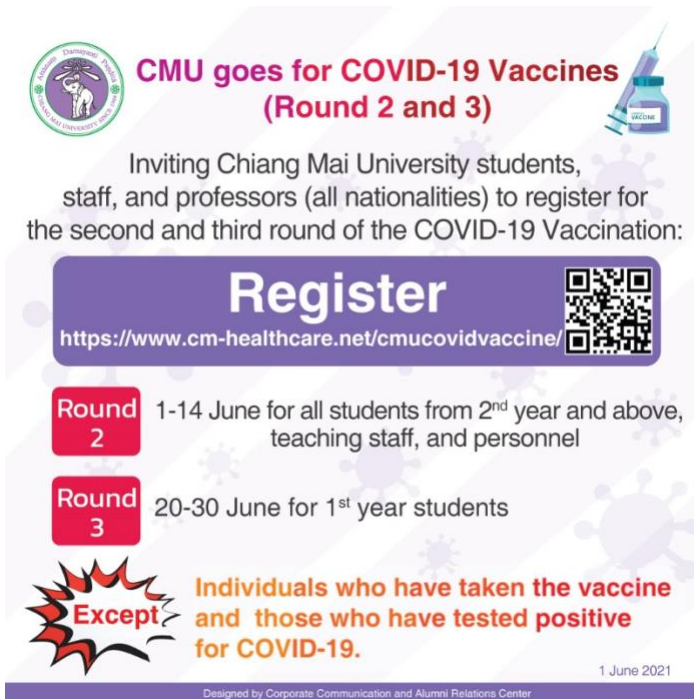
Teaching during COVID-19 pandemic

All classes are fully online during June 21st – July 31st, 2021.
After August 1st,

- If some students are unable to come to Chiang Mai, then the class will be online untill end of term
- Otherwise if all students in the class are in Chiang Mai, then the teaching method is decided by the instructor.

(reference) https://www.cmu.ac.th/th/article/f22d4533-87db-4234-a635-51b924b7724f

COVID-19 Vaccine for Students

Updated announcements regarding COVID-19 situation at https://www.cmu.ac.th/en/articlegroup/3c8ab7ce-8228-43bd-aa91-e48b436c81b7

General Study Plan (Master's degree)

General rules of thumb are.

1. A student must pass English language condition before Thesis proposal. (except type 3)
2. Thesis proposal must be approved within 2 years, otherwise the student status will be terminated.
3. Normal study plan is 2 years. (Student may complete their study within 5 years)
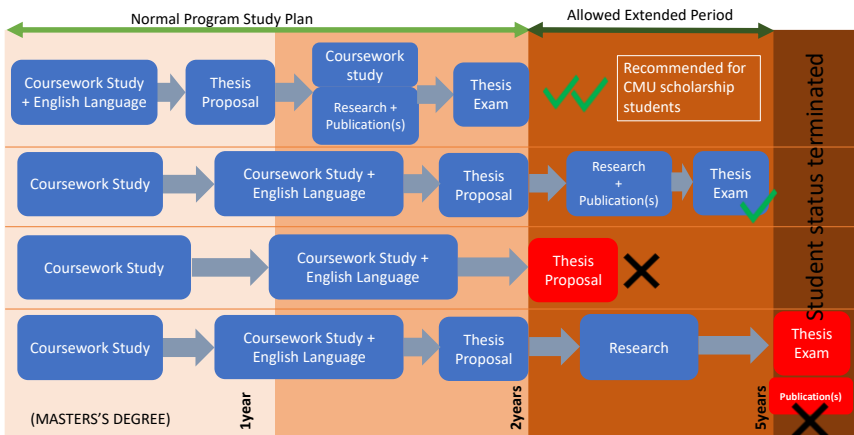
Currently most graduate programs in Faculty of Engineering are for full-time study. Students have limited time to complete their degrees.

It may be possible to extend your study period under exceptional circumstances. Please contact your own department of your condition.

Scholarship students (TA-RA) for Master's degree must complete thesis proposal in the 1st year to continue scholarship eligibility in the 2nd year.

All scholarships are only granted for maximum 2 years.

The faculty works closely with the department to ensure that all students receive gratifying academic and social experiences during their time with us.

Regular seminars and meetings are organized by the programs and the faculty. Some students are required to attend them as part of their curriculum.

Scholarship students and students of some programs will be required to submit regular progress report to the graduate school (via the faculty), either every month or every semester.

General Study Plan (Ph.D.)

General rules of thumb are.

1. A student must pass English language and Qualifying Exam before Thesis proposal.
2. Thesis proposal must be approved within 3 years, otherwise the student status will be terminated.
3. Normal study plan is 3 years (Type X.1) and 5 years (Type X.2). [A student may complete their study within 6 years (Type X.1) and 8 years (Type X.2)]
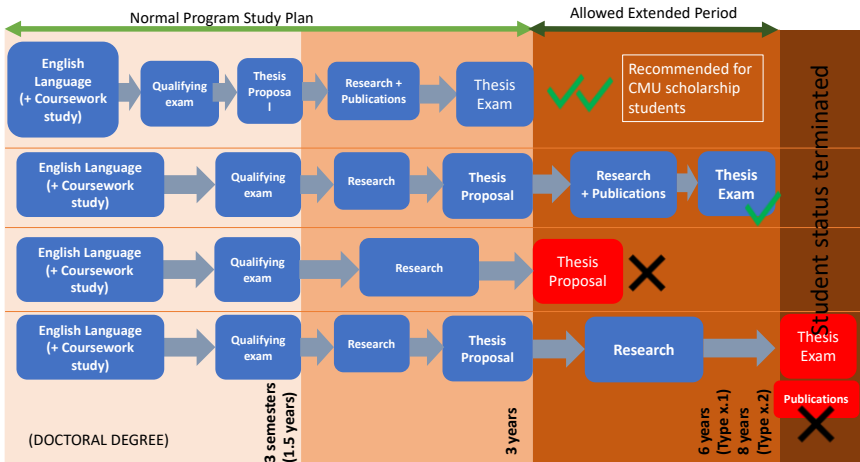
Currently most graduate programs in Faculty of Engineering are for full-time study. Students have limited time to complete their degrees.

It may be possible to extend your study period under exceptional circumstances. Please contact your own department of your condition.

Scholarship students (TA-RA) for Ph.D. must complete thesis proposal in the 3 semesters (1.5 years) to continue scholarship eligibility.

All scholarships are only granted for maximum 6 years (type X.1) and 8 years (type X.2).

The faculty works closely with the department to ensure that all students receive gratifying academic and social experiences during their time with us.

Regular seminars and meetings are organized by the programs and the faculty. Some students are required to attend them as part of their curriculum.

Scholarship students and students of some programs will be required to submit regular progress report to the graduate school (via the faculty), either every month or every semester.

Course Enrollment

Course enrollment in regular semester must not exceed 15 credits.
Course enrollment in summer semester must not exceed 6 credits.
(To exceed the above number of credits, a student requires approval).

In the case that all the required credits have been earned, a student must enroll for University Service, in every semester until degree completion.

Enrollment & Fee payment must be completed within the dedicated period as specified in the academic calendar. (You must check always check the updated calendar).

Late enrollment and late fee payment will result in student status termination.
If you have difficulty with enrollment or fee payment, you must contact the faculty BEFORE the deadline.

Website: https://www.reg.cmu.ac.th

New students in Thesis only programs (such as M.Eng. type 1, Ph.D. type 1.x) who already paid the fee for the first semester.
➔ Must also enroll for university services (schedule below)

Important dates
Semester 1/2021

All students must do course enrollment <u>or</u> university service enrollment every semester.
(For semester 2/2021, please check the dates in academic calendar links, p.1)

Course adding/dropping, course enrollment	June 19 – 27, 2021
University services enrollment	June 21 – July 20, 2021
Course withdrawal without receiving grade "W"	June 19 - July 2, 2021
Course withdrawal receiving grade W	July 5 -September 10, 2021
Enrollment fee payment	July 5 -9, 2021
First day of semester/classes	June 21, 2021
Midterm Exam period	August16 -22, 2021
Final Exam period	October 11 – 12, 14 – 21 and 26 – 29, 2021

CREDITS are earned when a student receives A,B+,B,C+,C or S grades.
The grades for all <u>Required Courses</u> in your program must be ≥C, otherwise such courses must be retaken.

Thesis Proposal Procedure
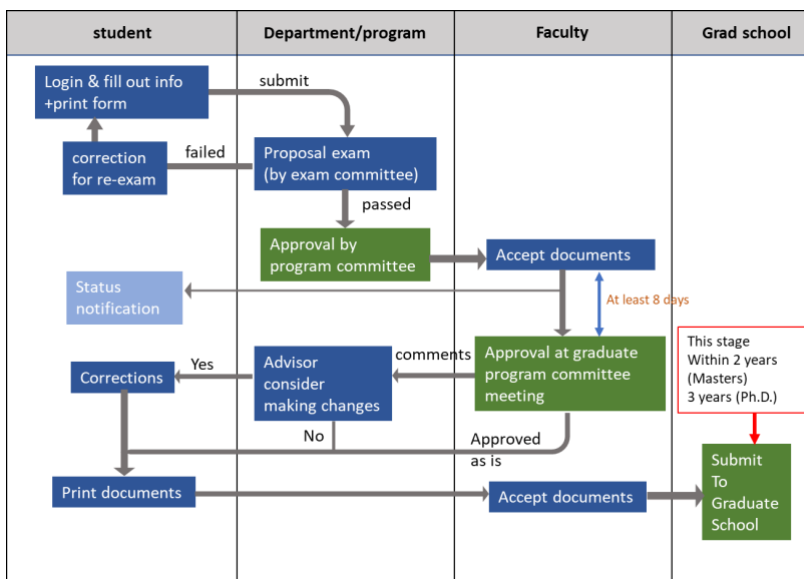
A student must have passed English language condition before submitting their research proposal.

The meeting schedule for the Graduate Program Committee of Faculty of Engineering is on the first Wednesday of each month.

Login to submit proposal at https://reg.eng.cmu.ac.th/thesis_is/
(Additional information
https://www.grad.cmu.ac.th/grad_wp2/?page_id=1403)

English language

Provisional Ph.D. student has 1 year to pass English language test (CMU-eTEGS ≥ 45)

English test scores required for thesis proposal
       Master's (CMU eTEGS ≥ 60)
       Ph.D. & Master's (Inter program) (CMU eTEGS ≥ 65)
Students can use results of other standard tests such as TOEFL, IELTS, TOEIC (only some Master's programs), etc. Details found in the new Language condition (link on page 1)

Test result is valid for 2 years. Please submit your test results to
http://reg.eng.cmu.ac.th/thesis_is/ and also to your department.

Research publication

Research publication is required for all graduate students as per the degree conditions. The number and types of publications for each program type are summarized in the following table. This table is according to the graduate school announcements. However, your own program may state them differently, students must recheck with their own program curriculum.

Table of minimum publication requirements

Degree and Type	Inter Journal (in Database)	Inter Journal	TCI Tier 1 Journal	Inter Conference With proceedings	National Conference	CMU Grad School Journal or other method (accepted by the program)	Total
M.Eng. & M.Sc. Type 1			1		1		2
M.Eng. & M.Sc. Type 2			1*	1*			1
M.Eng. & M.Sc. Type 3						1	1
Ph.D. Type 1.1	1	1		1			3
Ph.D. Type 1.2	2			1			3
Ph.D. Type 2.1	1			1			2
Ph.D. Type 2.2	1	1		1			3

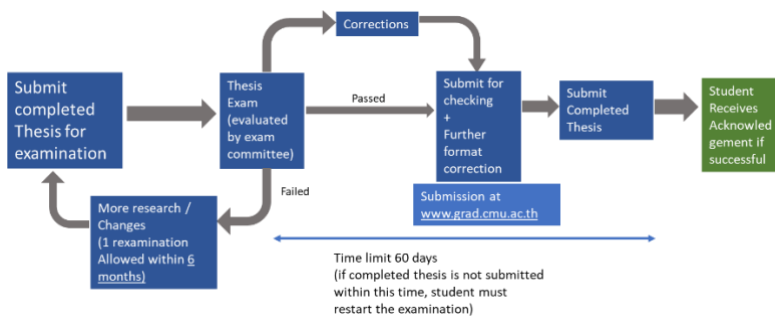Notes: 1) * either one is accepted

2) International Journal Databases include ISI, IEEE, Scopus, PubMed, Web of Science

3) At least one (main) publication must specify the student as the first author and the student's affiliation as "Graduate/PhD/Master's Degree Program in ..., FacultylCol[ege/School of ..., Chiang Mai University".

Thesis Exam Procedure

Submit completed Thesis for examination

Thesis Exam (evaluated by exam committee)

Corrections

Passed

Failed

More research / Changes (1 reexamination Allowed within 6 months)

Submit for checking + Further format correction

Submission at www.grad.cmu.ac.th

Submit Completed Thesis

Student Receives Acknowledgement if successful

Time limit 60 days (if completed thesis is not submitted within this time, student must restart the examination)

Thesis submitted for examination must be accompanied by a Turnitin plagiarism check report.

Graduation

- A student may apply for graduation if they fulfill all program requirements
- General requirements include
    - Overall GPA ≥ 3.00 (and Field specialized courses GPA ≥ 3.00)
    - Comprehensive examination passed (Master's type 3 and if specified by the program)
    - Thesis examination passed
    - Research publications

Determination and perseverance are key to your success.

Thesis advisor is there to help and guide you in your research. It is important to build and maintain good relationship with the advisor.

A student should make academic plan and discuss their research work with the advisor regularly.

Maintaining your student status

Graduate student status remains valid
<u>except</u> in one of the following cases

- Student fails to complete course enrollment or university service enrollment within the allowed period at the start of each semester (1 and 2). Summer semester (3) does not count.
- Accumulated GPA < 2.75, from 2nd semester onwards.
- Student has not earned any credits after 2nd semester. (Except in a Thesis only program)
- Student's thesis proposal has not been approved after 2 years (Master's) or 3 years (Ph.D.)
- Student has failed qualifying exam (Ph.D.), even after re-exam
- Student has failed comprehensive exam (Master's type 3), even after re-exam.
- Reach the end of study period and is unable to extend their study. (5 years for Master's, 6 or 8 years for Ph.D.)

Contact

| EDUCATION SERVICE (FACULTY OF ENGINEERING) | DEPUTY DEAN FOR ACADEMIC AFFAIRS |

EDUCATION SERVICE (FACULTY OF ENGINEERING)

งานบริการการศึกษาคณะวิศวกรรมศาสตร์

Tel: 053 944179
Website:
https://reg.eng.cmu.ac.th/reg/
Facebook : งานบริการการศึกษา คณะวิศวกรรมศาสตร์ มหาวิทยาลัยเชียงใหม่

DEPUTY DEAN FOR ACADEMIC AFFAIRS

Email: uttapol.s@cmu.ac.th

ASSISTANT DEAN FOR GRADUATE PROGRAMS

Email: ukrit.m@cmu.ac.th

GROUP CONTACT FOR
TA/RA scholarship students (2021)

Join MS Team group and enter code

Join code: wboc713

GROUP CONTACT FOR
All new graduate students in 2021

Join MS Team group and enter code

Join code: e2hxz5g

GROUP CONTACT FOR
CMU Presidential scholarship students (2021)

Join code: v3s6zxs

งานบริการการศึกษา คณะวิศวกรรมศาสตร์ มหาวิทยาลัยเชียงใหม่

Office of Education Services, Faculty of Engineering, Chiang Mai University

239 Huaykaew Road, Suthep, Muang, Chiang Mai, 50200
Phone 053 944179

Web site address: *https://reg.eng.cmu.ac.th/reg/*